

# Space Utilization Prices 2025

<p><b>TERMS</b></p> <ul style="list-style-type: none"> <li>Prices come with an additional 1 hour for set up and 1 hour for breakdown.</li> <li>Events must stop promptly at the time allotted or there will be extra charges based on the a la carte prices.</li> <li>The client cannot use their hour of breakdown or set up to conduct the event.</li> <li>A client who is requesting both spaces for the whole day has the option of setting up the day prior as long as it is coordinated with Museum Staff at least 3 days in advance.</li> </ul> <p><b>PAYMENT SCHEDULE</b></p> <ul style="list-style-type: none"> <li>Deposit of 50% of the total balance must be made within 2 weeks after inquiry / request to secure date</li> <li>Full Balance must be paid 7 days prior to event and is non- refundable (a portion may be transferable to another date in the case of an emergency. Any money spent and non-retrievable from that balance will be deducted.)</li> </ul>	<b>ROOM</b>	<b>TIME FRAME</b>	<b>PRICE</b>	
	Main Gallery Only	4hrs	\$1000	
	Gallery B Only	4hrs	\$400	
	Main Gallery + Gallery B	4hrs	\$1200	
	Main Gallery Only	5hrs or more	\$1500	
	Gallery B Only	5hrs or more	\$600	
	Main Gallery + Gallery B	5hrs or more	\$1800	
	<b>SPECIAL PRICING</b>			
	Non-Profit Organization (501(c)(3))	4hrs	Call for details	
	Book Reading (No Food or Drinks)	3hrs	\$400	
	Book Reading (Food or Drinks to be provided and served by organizer)	3hrs	\$600	
	Group Tour + Sip And Paint (Max 10 people)	2.5hrs	\$300	

## A LA CARTE

- 1 Extra hour for Main Gallery only: \$200/hour
- 1 Extra hour for Gallery B only: \$75/ hour
- 1 Extra hour for both Main Gallery and Gallery B: \$250

\*\*\*Requests for more than 1 additional hour must be converted to a 5 hrs or more request.

## TABLES

- Up to 6 tables may be requested without a fee. Any additional tables will be \$25/table (including table cloths)
- If a client is renting table cloths and tables from a 3rd party company, the client is NOT permitted to use ours and the rental ones together. Staff is NOT permitted to mix them.

When in doubt, please contact museum manager **Mandy** at (309) 506-9472 or [mandy@islandspacefl.org](mailto:mandy@islandspacefl.org).